

## REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS

May 6, 2013

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The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, James A. Walstra and Richard E. Maxwell. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin; and the Attorney who represents the Commissioners, Eric Beaver. Those present stood and recited the Pledge of Allegiance led by Vickie Bozell, Clerk of Jasper County.

CLAIMS: Mr. Culp had a question in regards to claims submitted by the Coroner that involved a "Special Investigation Deputy". Andy Boersma, Coroner, explained that this refers to when more than one deputy is sent as a result of a large crash scene. Mr. Culp had a question in regards to a Newton County case. Mr. Boersma explained that the case was in Newton County; however, the deceased died in Jasper County. Mr. Walstra made a motion to approve the claims as submitted. Mr. Maxwell seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKET(S): Mr. Maxwell made a motion to approve the Payroll Claim & Allowance Docket(s) for the check dates equal to April 15 and April 30, 2013. Mr. Walstra seconded and the motion carried.

MINUTES: Mr. Walstra made a motion to approve the Minutes of the Regular Meeting held on April 1, 2013. Mr. Maxwell seconded and the motion carried.

BURIED CABLE: Mr. Walstra made a motion to approve the following buried cable permits submitted by Comcast and Nipsco. Mr. Maxwell seconded and the motion carried.

### COMCAST

ACT. NO. PT-9563ME	Installation of a new aerial and underground CATV cable in Wheatfield Township. There is no tile in the area. (Permit No. 666)
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### NIPSCO

ACT. NO. 90246	Installation of natural gas for Sand Ridge Estates 2 <sup>nd</sup> Addition Subdivision in Keener Township. There is no tile in the area. (Permit No. 667)
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PAY PHONE SERVICES / COMMUNITY CORRECTIONS: Cassie Barden, Community Corrections, submitted a new Exclusive Pay Telephone Service Agreement with Embarq Payphone Services. With this new agreement, the county will receive 10% of the revenue received from the payphones located at Community Corrections if the amount is over \$60.00 per month. Attorney Beaver has reviewed the agreement. Mr. Maxwell made a motion to approve the agreement with Embarq. Mr. Walstra seconded and the motion carried.

GRANT AGREEMENT / COMMUNITY CORRECTIONS: Cassie Barden, Community Corrections, submitted the State Grant Agreement for approval. Ms. Barden explained that there have been a few changes to the grant. In the past, the Department of Correction included the money we could possibly earn for clients accepted into the Community Transition Program (CTP). We will no longer receive a 25% draw on CTP money. Attorney Beaver has reviewed the State Grant Agreement. Mr. Walstra made a motion to approve the agreement. Mr. Maxwell seconded and the motion carried.

PERMISSION TO REFILL POSITION(S): Sheriff Terry Risner stated that he has had both a part-time and full-time correctional position vacated. Permission has already been given to replace the full-time position; however, he would like permission to fill the part-time position. Sheriff Risner also reported that he has recently been informed by two merit deputies that they will be leaving. These two positions will be vacated by the end of May / first of June. Mr. Maxwell made a motion to approve the replacement of the part-time correctional position as well as the two (2) merit deputies. Mr. Walstra seconded and the motion carried.

COUNTY MORGUE: Andy Boersma, Coroner, stated that he did have a chance to meet briefly with Judge Potter. One of his suggestions was to possibly build a steel building on the back side of Community Corrections with a “causeway” attaching the two buildings. Mr. Culp stated that he did attend the Community Corrections Advisory Board meeting. When asked, only one member showed disapproval in regards to locating the morgue at this location. No funds are available from the Prosecutor or Community Corrections to assist with the project. It is much more expensive to attach a building to the existing Community Corrections building to make it similar than to have a stand-alone building. Mr. Culp stated that, as far as he is concerned, making an addition onto the Community Corrections building is probably not the most feasible thing to do. Discussion took place regarding the mound system that is located on the property. Mr. Haberlin will look into what it takes to have the system, which is no longer in use, removed. Mr. Maxwell expressed concern with the possibility of having to expand the Community Corrections facility in the future due to possible State mandates. Sheriff Risner will contact his association for further information regarding the mandates.

REQUEST TO CHANGE THE ZONING CLASSIFICATION OF REAL ESTATE IN UNION TOWNSHIP / KELLNER: A request has been made to change the zoning classification of real estate in **Union Township** from the **A1 Conservation Agriculture District** to the **A2 General Agriculture District**. Mary Scheurich, Director / Planning & Development, stated that the applicants want to rezone 2.3 acres in order to build a home. The area was an existing home site at one time. The Plan Commission did unanimously recommend approval. Mr. Maxwell made a motion to approve **Ordinance No. 5-6-2013A**. Mr. Walstra seconded and the motion carried.

REQUEST TO CHANGE THE ZONING CLASSIFICATION OF REAL ESTATE IN UNION TOWNSHIP / BOX: A request has been made to change the zoning classification of real estate in **Union Township** from the **A1 Conservation Agriculture District** to the **A2 General Agriculture District**. Mary Scheurich, Director / Planning & Development, explained that the applicants would like to build a home on a 2 acre piece given to them by their grandparents. The Plan Commission did unanimously recommend approval. Mr. Walstra made a motion to approve **Ordinance No. 5-6-2013B**. Mr. Maxwell seconded and the motion carried. Mr. Culp stated that he has an issue with this rezone because it is such a variance from what the code states you need. The area is bare farmland and I thought that is what we were trying to get away from.

DK & SONS / ESTIMATE TO CLEAN EXTERIOR MASONRY WALLS OF THE ANNEX: Dave Zeltwanger, DK & Sons, explained that he is a mason and, while doing some work in the area, he noticed the discoloration and biological growth going on with the Annex building. Pictures of what have been done with similar buildings were displayed. The estimated cost to clean the exterior masonry walls of the Annex building is \$4,740.00. Mr. Zeltwanger requested permission to do a test area on the building that would allow the Commissioners to see the results of the process. The Commissioners did give permission for a test area to be done. Mr. Zeltwanger will contact Bud Justice, Courthouse Maintenance, to schedule.

IDEM / UPDATE: Michael Aylesworth, IDEM, was present to see if there were any issues of concern for his department or even other departments within the State of Indiana that he can be a liaison to. Mr. Aylesworth reported that within the last 20-25 years, our air quality has considerably improved in the State of Indiana. Nipsco is currently making a big improvement at the Schafer station. We had 108 cities that had to combine sewer overflows. All but two are on a long-term control plan to separate that so that we don't have those issues anymore. We are making giant strides to help clean up the water. Our goal is to make all of the water within the State drinkable, swimmable, and fishable. Further discussion took place.

INDOT / UPDATE: On behalf of INDOT, Jim Pinkerton, Communications Director, and Jennifer Alander, Customer Service Manager, were present. A list of the 2013 Projects and 2014 Planned Projects were distributed. Mr. Walstra stated that the road where SR 231 and Rte 10 run together is horrendous. The area is a little over two miles. They have promised to redo this road for the last five years. Mr. Pinkerton will check into and report back to Mr. Walstra. Mr. Culp stated that there is a very dangerous intersection located at SR 231 and Mt. Calvary Road (just south of St. Joseph College). Mr. Culp had previously made a phone call regarding this intersection and was told that something would be done; however, there has been nothing done.

INDOT / UPDATE CON'T: Also, the Wheatfield Town Board had requested a couple of years ago to have the speed limit lowered on SR 10 within the Town of Wheatfield. Mr. Culp stated that he believes a study was done. Mr. Walstra stated that it is currently a 45 mph speed limit. Mr. Culp stated that his third request would be SR 114 east of Rensselaer. The garbage trucks come through daily and have pounded the road. When there is water on the road, it becomes very dangerous because of the deep grooves. Mr. Haberlin also mentioned the 4-way stop at Castongia's in DeMotte.

NEW PLOTTER / SURVEYOR: Bill Batley, IT, stated that we have been fighting an issue between the Surveyor and the Courthouse. We have two large format printing machines that print blueprints and large-scale documents. These units are at least seven years old and are beginning to break down. A quote was obtained from Ricoh on a multi-function printer that will allow us to scan and print these large documents. Mr. Batley stated that he is spending approximately \$2,500.00 annually just to keep these devices running. Mr. Batley stated that, in his personal opinion as well as the Surveyor's, we would rather lease than purchase the device. In response to a question from Mr. Culp, Mr. Batley stated that the item was not budgeted for this year; however, he does feel that he can cover the lease out of one of his other IT accounts until the end of the year. Attorney Beaver will review the agreement. Mr. Culp suggested that Mr. Batley look into his current funding and return to the June meeting.

SCANNING OF OLD DOCUMENTS / SURVEYOR: Mr. Batley stated that when the Recorder's office purchased their big scanner last year, they had DocuWare come in and scan all of the documents that they had in their vault. Mr. Batley stated that they would like to do the same with the Surveyor's office; therefore, he requested a quote from Ricoh. A representative with Ricoh explained the process of scanning the documents. The scanning would take place off-site in Indianapolis. Niki Gagianas, Senior Account Executive / Ricoh, reviewed the quote and payment options available. Mr. Culp stated that something of this magnitude would have to be put out for quotes.

At this time, there was a short break.

TABLETOP EXERCISE: Karen Wilson, Emergency Management Director, stated that a tabletop exercise was recently held on April 25 from 9 a.m. to 1 p.m. at the Jasper County Fairgrounds. The exercise was a combination of the LEPC and the County. The City of Rensselaer and the Town of Remington also participated. Eighty-one (81) people attended and participated in the exercise. Representatives from all of District One (LaPorte, Lake, Porter, Newton and Jasper) were also present. Five (5) planning meetings took place before the event. The exercise consisted of the scenario of a tornado that went through southern Jasper County and proceeded just north of Rensselaer. All of the comments received were positive. The only negative comment was the echo in the building which made it difficult for some people to hear. The total cost of the exercise, which was paid for by LEPC, was \$1,375.00.

EMCOR / PROJECT COST & SAVINGS SUMMARY: Vince Beasley, Business Development Representative; Brian Walker, Engineering Manager; and Matthew Klok, Energy Engineer, were present on behalf of EMCOR. Based on the information that was gathered over the past several months, Mr. Beasley explained that the summary will take you through the list of ECMs, the payback, the energy savings, any rebates that you may qualify for, material, labor, etc. A "Project Cost & Savings Summary" was distributed and reviewed by Mr. Walker. Mr. Walker stated that the Sheriff had expressed concern about the boiler capacity size. The boilers are sized to what the facility needs; however, he would like some additional redundancy to that system in the case of one of the boilers failing. A second "Project Cost & Savings Summary" has also been prepared with the third boiler option. The cost to add the third boiler would be \$50,156.00. The third boiler would not provide any additional cost savings. Mr. Culp asked if all of the boilers are run at once or is there one that is just kept as a reserve? Mr. Walker replied that they would be rotated in order to provide equal run time. Mr. Culp asked if someday there is an addition to the jail, does the third boiler help with that or is that a whole new HVAC system at the time? Mr. Walker replied that it would depend on the size of the addition; however, basically, you have a rooftop unit that is not sized for what it is connected to now. Kurt Stevens, KB Solutions, stated that even if the air handler could do it, the condensing unit won't do it.

EMCOR / PROJECT COST & SAVINGS SUMMARY CON'T: There is no cooling capacity. Discussion took place regarding the issues that continue with the VAV boxes. Mr. Stevens stated that these boxes should work. It's a good quality product – we're just having a problem with it that we can't identify. In response to concern expressed by Mr. Culp, Mr. Walker replied that it's as good of a solution that we can provide without tearing everything out and giving you a new building. We are limited by what is here – we can only improve upon the current system and do as good as we can.

This is a good solution and it will help improve things tremendously but is it a perfect system? By all means, no. Mr. Walstra replied that you will be generating a savings that we don't have now if we stuck with what we have. Mr. Stevens replied, yes, and it does solve the E-911 and redundancy problems. Mr. Stevens stated that he has worked with EMCOR before and he feels that they have a good solution. My recommendation would be that this is a good system and I would like to see them at least be able to get started on it. When asked what would be needed for EMCOR to proceed with the engineering, Mr. Beasley replied that they would need a Letter of Intent (LOI). After some discussion, the decision was made to proceed with the Letter of Intent. A continued meeting will be held on Thursday, May 16 at 7:30 p.m. Mr. Walstra made a motion to proceed with the Letter of Intent (LOI). Mr. Maxwell seconded and the motion carried. The final document will be signed at the June 3 meeting.

BIDS FOR BITUMINOUS EMULSIFIED ASPHALT FOR 2013: The following bids for Bituminous Emulsified Asphalt for the year 2013 were opened at 10:30 A.M.

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| (1) Asphalt Materials         | Warsaw, IN     |
| (2) Bit-Mat Products          | Ashley, IN     |
| (3) Central Paving, Inc       | Logansport, IN |
| (4) Great Lakes Chloride, Inc | Warsaw, IN     |

Mr. Maxwell made a motion to accept all bids received. Mr. Walstra seconded and the motion carried.

ANNUAL CLERK'S ASSOCIATION CONFERENCE: Vickie Bozell, Clerk, requested approval to attend the Annual Clerk's Association Conference on June 4-6 in Indianapolis. The costs incurred will be registration fees, lodging and meals. Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

FIDLAR TECHNOLOGIES EDUCATIONAL SEMINAR / RECORDER: Beth Warren, Recorder, has requested permission for herself and Phyllis Lanoue, Deputy Recorder, to attend the Fidlar Technologies Educational Seminar for Recorders on May 20-22 in Rock Island, Illinois. Transportation from Merrillville, Indiana to Rock Island, Illinois will be provided. Ms. Warren will be using money from the Recorder's Perpetuation Fund for all expenses. Meals are provided by Fidlar. Mr. Maxwell made a motion to approve the request. Mr. Walstra seconded and the motion carried.

AIC DISTRICT MEETING: Kim Grow, Auditor, has requested approval to attend the AIC 2013 District meeting to be held the evening of Tuesday, May 7 in Plymouth. Beth Warren, Recorder; Vickie Bozell, Clerk; and Dawn Hoffman, Assessor, will also be attending. Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

PROSECUTOR / OFFICE ADMINISTRATORS COURSE: Kathryn O'Neill, Prosecuting Attorney, has advised per letter that it is her intention for Denise Powell and Brenda Amsler to attend the Office Administrators Course on May 8-10. This training is put on by the Indiana Prosecuting Attorneys Council. The cost for the seminar is \$75.00 per person. The room rate will be \$91.00 per room, per night. The costs associated with this course will be paid for out of the Dues and Education fund. Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

PROSECUTOR / 2013 SPRING CONFERENCE: Kathryn O'Neill, Prosecuting Attorney, stated per letter that she, along with her deputies, would be attending the Indiana Prosecuting Attorneys Seminar on May 17. The seminar and related expenses will be paid for out of the Prosecutor's Dues & Education and Travel accounts. Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

SPRING JUDICIAL COLLEGE / CIRCUIT COURT: Judge John Potter, Jasper Circuit Court, informed the Commissioners per letter that he attended the Spring Judicial College in Indianapolis from April 17 – 19.

EMPLOYEE PARKING LOT: Jack Haberlin, Highway Engineer/Supervisor, submitted five (5) quotes to have the employee parking lot paved. The lowest quote received was from Town & Country Paving. Mr. Maxwell made a motion to accept the bid submitted by Town & Country for the parking lot. Mr. Walstra seconded and the motion carried.

ORDINANCE / AMENDMENT TO THE PERSONNEL POLICIES HANDBOOK: This amendment allows for the Prosecutor's deputies to receive longevity pay. These deputies were originally listed in the Personnel Policies Handbook within the list of State employees who are not eligible to receive longevity pay. Mr. Maxwell made a motion to **Ordinance No. 2013-05** amending the Personnel Policies Handbook. Mr. Walstra seconded and the motion carried.

ANNUAL REPORT OF CONGRESSIONAL, COMMON SCHOOL, AND PERMANENT ENDOWMENT FUNDS: Mr. Walstra made a motion to approve the Annual Report of Congressional, Common School, and Permanent Endowment Funds. Mr. Maxwell seconded and the motion carried.

AIRPORT AUTHORITY / FARMGROUND: After discussion took place, the decision was made that the County would collect the amount due for the 10 acres of leased farmground at the airport.

INDUSTRIAL APPRAISAL COMPANY: An updated Report of Insurable Values for the properties associated with Jasper County Properties prepared as of December 31, 2012 has been received from Industrial Appraisal Company. As a general rule, they recommend periodic reinspections be conducted. In reviewing the records, it has been noted that many properties have been reported since the last onsite field inspection conducted in March of 2007. Auditor Grow will request a proposal.

RECYCLING: Mr. Culp stated that the DeMotte recycling trailer is currently brought to Rensselaer twice per week by one of the Highway employees. The Wheatfield trailer is brought back and forth to the Fase Center by Melissa Hamstra. Mr. Culp suggested that the Wheatfield trailer be brought to Rensselaer rather than to the Fase Center. He also suggested that people be allowed to "drive-through" the Fase Center a couple of days per week to drop off their recycling. Mr. Haberlin gave an update on the purchase of a new recycling trailer. There is \$25,000.00 within the budget to use towards the purchase.

STOCKMAN FURNITURE SERVICE / COMMISSIONERS' ROOM: The following quotes were submitted by Stockman Furniture Service:

Refinish large cabinet outside the Commissioners' Room	\$ 1,200.00
Refinish all wood work on chairs in Commissioners' Room and paint all metal work	\$ 5,500.00
Refinish two side doors next to south entrance (\$500.00 each)	\$ 1,000.00

Mr. Culp suggested that they wait on the two side doors next to the south entrance. Mr. Maxwell made a motion to approve the quote to refinish the large cabinet for \$1,200.00 and the quote to refinish all wood work on chairs as well as paint all the metal work for \$5,500.00 for a total amount of \$6,700.00. Mr. Walstra seconded and the motion carried.

HIGHWAY DEPARTMENT / PURCHASE: Mr. Haberlin stated that they were able to purchase the snow pusher for \$4,349.00. The snow pusher will fit all three payloaders as well as the backhoe. Mr. Haberlin asked that since the snow pusher will be used to clear several of the county parking lots, do the Commissioners want to pay for it out of their budget? Mr. Culp replied that the snow equipment will need to be purchased out of the new equipment line within the Highway budget.

INNKEEPERS TAX: Auditor Grow reported that, as of April, \$26,926.58 has been collected through the Innkeepers' Tax.

QUOTE / OFFICE RESTROOMS WITHIN COURTHOUSE: A quote to patch and repair the damaged plaster in the 3<sup>rd</sup> floor north and west bathrooms and the 2<sup>nd</sup> floor Recorder's office bathroom was received from Dave Walter. The total cost for labor and material is \$3,273.65. Mr. Maxwell made a motion to approve the quote as submitted. Mr. Walstra seconded and the motion carried.

TREASURER / PERFORATOR: Carla Anderson, Treasurer, stated that the Council awarded her money to purchase a new perforator in January, 2011. Mrs. Anderson has had continual issues with the perforator since the purchase and has had to return it on several occasions. The machine was purchased through Progressive Office Equipment in Illinois for \$3,400.00. Mr. Walstra suggested that Attorney Beaver send a letter.

There being no further business, Mr. Maxwell made a motion to continue the meeting until Thursday, May 16, 2013 at 7:30 P.M. Mr. Walstra seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

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Kendell Culp, President

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James A. Walstra, Vice President

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Richard E. Maxwell, Member

ATTEST:

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Kimberly K. Grow, Auditor of Jasper County

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